

Subject: **Memberships in Professional Associations**

Policy Number: CFC-004

Effective Date: August 5, 2002

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Purpose

To establish San Diego Children and Families Commission ("Commission") policy regarding membership in professional associations.

Background

In response to the passage of Proposition 10, the California Children and Families Act, the Board of Supervisors on December 8, 1998 (71) created the Commission to promote, support and improve early childhood development from the prenatal stage to five years of age. Funding from the Proposition 10 tobacco tax to the Commission is estimated to be approximately \$40,000,000 annually to further these important early childhood programs. By statute, the Commission is the exclusive County entity charged with strategic planning for and the expenditure of Proposition 10 tobacco tax revenues on services for children zero to five and their families.

The Commission has been approached by various professional associations in the community and throughout the State to become an active participating member. The Commission recognizes the value of building partnerships and has adopted a Strategic Plan that supports such affiliations. Threaded throughout the plan is the stated mission that the Commission will work collaboratively with other entities by sharing resources to achieve mutual goals. Association memberships provide the opportunity to network with other professional individuals, agencies and organizations, share information beneficial to all parties, partner on projects, and research long-term solutions for sustainability.

The following policy and procedures address the appropriate role of the Commission and use of these funds.

Policy

The Commission will only participate in private membership organizations if participation is consistent with the following policy:

1. Commission participation in the membership organization would be consistent with and in furtherance of the Commission's Strategic Plan.
2. Commission participation in the membership organization will result in one of the following benefits to the Commission:
 - a. Information sharing, including obtaining data or information;
 - b. Resource sharing, including collaboration on projects consistent with the Commission's Strategic Plan;
 - c. Technical assistance;
 - d. Leverage of funding, resources, and public or private support from other funding sources;
 - e. Creation of opportunities for sustainability beyond Proposition 10 funding;

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- f. Coordination and enhancement of existing resources and services;
 - g. Advocate for policies supporting children and families consistent with Commission Policy CFC-002, "Legislative Advocacy;" and
 - h. Professional development for Commission members and Commission staff.
- 3. Commission participation in institutional membership organizations is limited to non-profit public interest groups.
 - 4. Commission participation is not allowed in organizations that discriminate on the basis of race, color, creed, sex, age, sexual orientation, national origin or disability.
 - 5. Commission participation is not allowed in membership organizations that sell tobacco and/or tobacco products.

Procedures

- 1. Commission staff will evaluate all requests for Commission participation in membership organizations. Requests that satisfy the above Policy shall be submitted to the Executive Director for review.
- 2. The Executive Director is authorized to evaluate staff participation in professional organizations and approve participation in appropriate organizations for staff consistent with Sections 3 and 4 below.
- 3. The Executive Director is authorized to approve funding for memberships consistent with the Commission's Executive Director Signatory Authority Policy provided Commission participation in the membership organization is consistent with this Policy.
- 4. Memberships exceeding the Executive Director's signatory authority shall be brought before the Commission as an action item.
- 5. A line item for Commission memberships shall be included in the Commission's annual budget to be approved annually by the Commission.

Sunset Review: August 2004

Approved:

August 5, 2002
Date

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Commission Item No.